



The Port of Long Beach is seeking a
Director of Real Estate

THE PORT

The Port of Long Beach is one of the world's busiest seaports and is a leading gateway for international trade. Founded in 1911, it has grown to more than 3,200 acres and is credited with moving approximately \$100 billion each year. The Port of Long Beach is the second busiest container port in the United States. If combined with its next-door neighbor, the Port of Los Angeles, the San Pedro Bay port complex would rank among the busiest container ports in the World. East Asian trade accounts for more than 90 percent of Long Beach shipments with the top trading partners being China/Hong Kong, South Korea, Japan, and Mexico.

The Port of Long Beach, also referred to as the City's Harbor Department, is governed by the Long Beach Harbor Commissioners. The five members of the Harbor Commission are appointed by the Mayor and confirmed by the entire City Council. The Port's Executive Director is appointed by the Commission and is responsible for overall Port activities. The Executive Director is supported by a Deputy Executive Director and four Managing Directors: one each for Finance and Support Services; Trade Relations and Port Operations; Engineering; and Environmental Management and Planning. The Port employs approximately 350 staff and generates annual operating revenues in excess of \$350 Million.

The Port of Long Beach is a landlord port that leases and acquires property for port development. The Board of Harbor Commissioners leases port shipping terminals and other facilities to private entities. Port revenues are reinvested in new facilities and port related improvements and capital expenditures are expected to total approximately \$3 billion over the next 10 years. The Port is financially strong and is supported by its own revenues and is not funded by taxes or the City's General Fund.

In addition to its role as a critical hub for international commerce and as a major transportation center, the Port of Long Beach plays a key role in promoting global trade. Port related international trade has wide-ranging economic impact, supporting thousands of jobs that benefit the region and entire county. In 2005, the Board of Harbor Commissioners adopted a Green Port Policy that seeks to position the Port as a leader in the area of environmental stewardship. To further our commitment to the environment, in June, 2006, the ports of Long Beach and Los Angeles jointly introduced the San Pedro Bay Ports Clean Air Action Plan (CAAP), a sweeping plan aimed at significantly reducing the health risks posed by air pollution from port-related ships, trains, trucks, terminal equipment and harbor craft. The Port will invest a minimum of \$181 million over the next five years to implement this plan, including \$20 million in FY 2007 to replace or retrofit highly polluting diesel trucks.

THE COMMUNITY

Majestically located on the Pacific Ocean between Los Angeles and Orange County, the City of Long Beach, California (population 491,564) is frequently described as a series of strong, diverse interwoven smaller communities within a large city. Enjoying an ideal Southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, the annual Toyota Grand Prix of Long Beach and the Long Beach Sea Festival, plus a wide variety of other attractions serve to draw over four million visitors a year. The city is also home to California State University, Long Beach which was ranked the No. 3 best-value public college in the nation and Long Beach City College.



While offering all the amenities of a large metropolis, many say the City has the added benefit of having maintained a strong sense of community and cohesiveness despite its growth. As the fifth largest city in California, Long Beach has been referred to as the "most diverse city" in the country by USA Today. A superb climate, quality schools, a vibrant downtown and a wide variety of neighborhoods help make Long Beach one of the most livable communities in the country.

In addition to the Port, the City also has its own full-service commercial airport which has become a favored travel-friendly alternative to other Southern California airports by offering preferred flight schedules, carriers, and overall accessibility. In addition, the Los Angeles rail transit system, the Metro Blue Line, has numerous stops within Long Beach and throughout the region.

THE REAL ESTATE DIVISION

The Real Estate Division is responsible for generating revenue from Port-related leases and other property agreements. It consists of eight full-time positions. The primary activities of the Real Estate Division include:

- Negotiating and renegotiating leases and other agreements for land and facilities with Port tenants.
- Updating and following Leasing Guidelines, which are the basis for evaluating the merits of a lease.
- Preparing financial analyses in support of property agreements, including rate of return and net present value calculations.
- Administering and enforcing lease provisions and implementing Port policy.

- Insuring proper management of Port assets by coordinating the efforts of a multidisciplinary team that properly maintains and repairs the assets.
- Providing oversight of the contract property manager for the jointly owned rights of way, acquired by the Port of Long Beach and the Port of Los Angeles for the Alameda Corridor.
- Administering the operation of Foreign Trade Zones.

THE POSITION

Reporting to the Managing Director of Finance and Administration, the Director of Real Estate is an at-will employee who is responsible for acting as lead negotiator for property agreements, establishing leasing guidelines to ensure adequate revenue to maintain the Port's financial strength, ensuring that new leases and lease amendments comply with Green Port Policy and the Clean Air Action Plan (CAAP), providing input into planning and development processes to ensure Port assets are being put to the highest and best use and acquiring real property and property interests to facilitate Port development.



Challenges and Opportunities

The greatest challenge facing the Port is to manage our growth while mitigating the environmental impacts of Port operations in keeping with the Green Port Policy and CAAP. Specific challenges include:

- Negotiating a fair return on both land and improvements, while also recognizing the tenants' need for parity with similar Port operations.
- Negotiating environmental conditions within the leases for conformance with the Clean Air Action Plan.
- Coordinating with the Port of Los Angeles the oversight of a private property management company for the management of approximately 900 separate agreements for use of jointly-owned property.
- Negotiating significant new agreements for several large marine terminals, subject to environmental review, within the next few years.

THE IDEAL CANDIDATE

The ideal candidate will embody the attributes of principled leadership: trusteeship, values, ethics, commitment, honesty, involvement and vision. As a working director, the Director of Real Estate must have a strong leasing and real property background with working knowledge of CEQA regulations. The successful candidate will possess strong analytical skills and communication skills, both verbally and in writing. The candidate should have a good working knowledge of appraisal methodology and ability to do financial analyses of real property. The candidate must also be comfortable presenting complex materials in various public forums.

Specific qualifications are as follows:

Experience

A minimum of 6 years of increasing responsibility in corporate or public agency real estate activities handling lease negotiations, property management, and/or leasing, of which at least three years includes the supervision of staff. Public sector acquisition knowledge is desired, but not required.

Education

A Bachelor's degree in finance, business or public administration, or related discipline is required. A Master's Degree in Business Administration or related field is highly desirable, but not required. Port experience is helpful, but not required.

Professional Attributes

The professional attributes that best describe the new Director of Real Estate include the following:

- Effective, strong and experienced negotiator
- Direct communicator with superior interpersonal skills
- Strong writing skills
- Participative and inclusive management style
- Embraces ideas and contributions from others
- Self motivated; does not require extensive direction or guidance
- Dedicated to quality service
- Exercises good judgment
- Creative, strategic thinker
- Goal oriented
- Displays enthusiasm and optimism regarding work

- Strong manager of people; capable of motivating and energizing staff

The new Director will be comfortable speaking in both small and large group settings, and will be expected to make presentations to the Board of Harbor Commissioners. Operating from a continuous improvement philosophy will serve the organization well.

COMPENSATION & BENEFITS

The salary range for this position is \$104,942 - \$157,413. Placement is dependent upon qualifications, but is generally made at or below midpoint (\$130,000). In addition, the Port's generous benefits package includes:

Retirement – CalPERS 2.5% at 55, coordinated with Social Security

Vacation – 12 days after one year of service; maximum of 20 days after 19.5 years of service

Executive Leave – Five days per year

Holidays – Nine designated holidays per year, plus four personal holidays

Sick Leave – 12 days per year

Bereavement Leave – Three days for death or critical illness of family member plus three days of accrued sick leave

Health Insurance – Several options are available for employee and dependents (an HMO, two POS and three indemnity plan options)

Dental Insurance – Two plans are available for employee and dependents

Life Insurance – City paid life insurance policy of \$20,000 plus executive insurance benefit equal to three times annual salary up to a maximum of \$500,000

Disability Insurance – City paid short and long term insurance

Deferred Compensation – Several plans available

Auto Allowance - \$450 per month

Additional Benefits – Annual physical examination provided by the City

APPLICATION AND RECRUITMENT SCHEDULE

The filing date for this recruitment is October 26, 2007.

The Port reserves the right to extend without notice the closing date in order to accept additional applications.

To be considered for this rare opportunity, please apply on-line at www.polb.com under Jobs/Employment link. In addition to the application, candidates should attach a cover letter and resume that reflects the scope and level of current/most recent organization and responsibilities and complete the supplemental questionnaire. If you have any questions or require additional information, including this information in an alternate format, please contact Cynthia Stafford, Assistant Director of Human Resources, at (562) 590-4129 or humanresources@polb.com. Incomplete applications will not be considered.

Following the filing deadline, all applications and supplemental questionnaires will be reviewed to determine the most qualified applicants. Depending upon the applicant pool, the most qualified applicants will be interviewed by Port, with an appointment scheduled upon completion of a thorough reference and background check.

THE PORT OF LONG BEACH IS AN EQUAL OPPORTUNITY EMPLOYER. We encourage and support diversity in our workplace.



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